



Project information

Outline nature of project (eg 25 units residential, 10,000ft² distribution centre, 150 bed 4* hotel etc):

At what stage is the project?

Is the project:

- New build
- Refurbishment
- Mixture
- Extension of existing premises



Is there any known:

- Asbestos
- Contamination
- Problems with sub-structural conditions
- Conditions or problems with planning
- Listing on any part of any existing building
- Problems with neighbouring sites
- Existing underground or overground services which may cause problems
- Limitation to services capacity
- Flooding



Address of site:

Client contracting company name:

Correspondence address if different from usual address:

Client organisation contact for this project:

Is there a development agreement or agreement for lease in respect of part or all of this project? Y/N. If yes, please provide a copy.

Building contract information

Procurement route:

- Design and build
- Traditional
- Construction management
- Partnering
- Other

BPE Solicitors LLP

St James' House
St James' Square
Cheltenham
GL50 3PR

Tel: 01242 224433
Email: construction@bpe.co.uk
www.bpe.co.uk



Payment options:

- Fixed price, all-risk (no variations)
- Lump sum (with variations)
- Guaranteed maximum price – fully capped
 gain/pain share
- Target cost price
- Reimbursable/prime cost

Preferred form of contract (if any):



Approximate contract sum: £

Scope of services required:

Works programme:

Payment terms e.g. monthly, milestone dates or other:

Details of CDM Co-ordinator:

Commencement Date:



Date of Practical Completion (estimated) and any sectional completion:

Defect Liability Period:

LADs amount (if agreed):

Retention agreed (if at all):

Insurance policies and copies of certificates:

Securities

- Performance bond – conditional or on-demand
- Parent company guarantee
- Any other guarantor or deed of guarantee for materials/goods held off-site
- Any advanced payment
- Collateral warranties and details of third party beneficiaries

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Will there be any of the following:

- Funders, including mortgagees
 - Purchasers (definitely or possibly)
 - Commercial tenants with full-repairing covenants
 - Design sub-contractors
- if so will they include:
- remediation of contamination
 - piling
 - pre-cast concrete
 - Lifts
 - Other – details:



- Other sub-contractors/sub-consultants and their role:
- Significant types/quantities of material supplied by the client organisation (if any):

Consultant information

Is the client/has the client appointed any of the following:

Architect:

- Not identified
- Appointed – exchange of correspondence
- Appointed – formal terms
- To be brought in by D&B contractor
- Not having an architect

Is an existing architect to be novated? Y/N

Civil and structural engineer:

- Not identified
- Appointed – exchange of correspondence
- Appointed – formal terms
- To be brought in by D&B contractor
- Not having an engineer

Is an existing engineer to be novated? Y/N

Is engineer to be responsible for appointing ground investigation engineer? Y/N



Development checklist — CONSTRUCTION MATTERS



Contract administrator/employer's agent/project manager/engineer:

- Not identified
- Appointed – exchange of correspondence
- Appointed – formal terms
- Not having one – NB terms of contract may require it



Quantity surveyor:

- Not identified
- Appointed – exchange of correspondence
- Appointed – formal terms
- Not having one

Planning supervisor:

- Not identified
- Appointed – exchange of correspondence
- Appointed – formal terms



M&E engineer:

- Not identified
- Appointed – exchange of correspondence
- Appointed – formal terms
- Not having one

Is engineer full service or performance spec only?

Is an existing engineer to be novated? Y/N

Any other consultants needed/appointed:

- Landscape architect
- Highways engineer
- Acoustic consultant
- Interior design
- Other – please specify

Other information

Are there any disputes, likely delays obtaining consents, or other issues we need to be aware of?

Are you aware of any doubts as to the other party's solvency?

Has the other party appointed solicitors? If so, who are they?

For further information contact:
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